



**STATE OF TENNESSEE  
DEPARTMENT OF CORRECTION  
SIXTH FLOOR RACHEL JACKSON BUILDING  
320 SIXTH AVENUE NORTH  
NASHVILLE, TENNESSEE 37243-0465  
OFFICE (615) 253-8147 • FAX (615) 741-9280**

October 15, 2018

Kelley J. Henry  
Janet Y. Santana  
Office of the Federal Public Defender  
Middle District of Tennessee  
810 Broadway, Suite 200  
Nashville, TN 37203-3805

Ms. Henry and Ms. Santana:

Enclosed are the responsive documents to your request for certain records related to execution dated September 28, 2018. The cost for these records is \$13.00.

As has become your practice, you request records as of the date of your request, as well as the date of my response. In responding to your request, I must obtain records from multiple sources, and necessarily must include a cut-off date in such requests. Accordingly, I will respond as of the date of my initial response to your request. As you are aware, the TPRA does not require that I do more. Enclosed are records pertaining to both lethal injection and electrocution that have not previously been provided to you.

Information identifying an individual or entity as a person or entity who or that has been or may in the future be directly involved in the process of executing a sentence of death, including persons or entities involved in the procurement or provision of chemicals for use in carrying out a sentence of death, is confidential under T.C.A. § 10-7-504(h)(1) and has been redacted.

Sincerely,

A handwritten signature in cursive script that reads 'Debra K. Inglis'.

Debra K. Inglis

Deputy Commissioner of Administration and General Counsel



## TRAINING HOURS:

Richard Max. S. S. Inst.  
Instructor's Institution, Region, Company or Agency

Instructor's Institution, Region, Company or Agency

**TRAINING LOCATION:**

ORIGINAL - TRAINING OFFICER'S FILE  
CR-2245 (Rev. 2-07)

Side 1 of 2  
Duplicate as Needed

RDA 2183

[illegible]

DAY OF EXECUTION - ELECTROCUTION EXECUTION RECORDER CHECKLIST

Inmate Name John Doe Inmate # XXXXXX

Date 9/22/18

TIME

<u>1420</u>	Report to designated area for final briefing
<u>1420</u>	Extraction Team report to Death Watch Supervisor for final briefing
<u>1420</u>	Physician in place
<u>1420</u>	Medical Examiner in place
<u>1420</u>	Team Leader in place
<u>1420</u>	Check blinds and curtains
<u>1422</u>	Advise Escort Officer to transport Official Witnesses to Parole Room
<u>1425</u>	Advised by Escort Officer that Official Witnesses are in Parole Room
<u>1431</u>	Advise Escort Officers (2) to escort Victim's Witnesses to Viewing Room
<u>1435</u>	Advised by Escort Officers (2) that Victim's Witnesses are in place
<u>1422</u>	Warden or designee checks to ensure execution is to proceed
<u>1422</u>	Extraction Team enters cell and places restraints on condemned inmate
<u>1435</u>	Advise Escort Officer to transport Official Witnesses to Death Watch vestibule
<u>1440</u>	Advised by Escort Officer that Official Witnesses are in the vestibule
<u>1430</u>	Offender is secured in the chair and all restraints are in place
<u>1440</u>	Advise Escort Officer to "Transport Official Witnesses in place"
<u>1445</u>	Advised by Escort Officer that "Witnesses are in place"
<u>1450</u>	Warden checks with Command Center to proceed

Recorder's Initial



DAY OF EXECUTION – ELECTROCUTION EXECUTION RECORDER CHECKLIST (continued)

Inmate Name John Doe Inmate # XXXXXX

Date 9-27-18

**TIME**

<u>1450</u>	Warden orders blinds opened, closed circuit TV activated, and audio activated for viewing rooms.
<u>1451</u>	Warden asks offender for any last comments
<u>1453</u>	Warden orders Execution Team to proceed
<u>1455</u>	Head piece and shroud is placed on the condemned inmate and the electrical cable is connected.
<u>1455</u>	Warden orders the execution to proceed
<u>1456</u>	Process is completed
<u>1457</u>	Blinds and curtains closed and closed circuit TV deactivated
<u>1457</u>	Physician enters the Execution Chamber
<u>1457</u>	Physician pronounces death – exact time
<u>1458</u>	Audio deactivated to witness rooms
<u>1458</u>	Advise Escort Officers (2) to remove Victim's Witnesses
<u>1458</u>	Advise Commissioner or designee in Command center that execution is completed
<u>1459</u>	Physician departs
<u>1502</u>	Medical Examiner escorted to chamber to take possession of body. Pictures will be taken of body and execution chamber prior to removal of body
<u>1500</u>	Advised by Escort Officer (2) Victim's Witnesses are at Checkpoint
<u>1500</u>	Advise Escort Officer to remove Official Witnesses
<u>1505</u>	Advised by Escort Officer that Official Witnesses are at Checkpoint
<u>1510</u>	The body is removed from the institution

Recorder's Initial



DAY OF EXECUTION – ELECTROCUTION EXECUTION RECORDER CHECKLIST (continued)

Inmate Name John Doe Inmate # XXXXXX

Date 9/27/18

Offender's Comments if any:

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Order

9-27-18

Date

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9/27/2018

Date

DAY OF EXECUTION - ELECTROCUTION EXECUTION RECORDER CHECKLIST

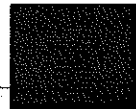
Inmate Name John Doe Inmate # XXXXXX

Date 9-27-18

TIME

<u>1420</u>	Report to designated area for final briefing
<u>1420</u>	Extraction Team report to Death Watch Supervisor for final briefing
<u>1420</u>	Physician in place
<u>1420</u>	Medical Examiner in place
<u>1420</u>	Team Leader in place
<u>1420</u>	Check blinds and curtains
<u>1422</u>	Advise Escort Officer to transport Official Witnesses to Parole Room
<u>1425</u>	Advised by Escort Officer that Official Witnesses are in Parole Room
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<u>1430</u>	Offender is secured in the chair and all restraints are in place
<u>1440</u>	Advise Escort Officer to "Transport Official Witnesses in place"
<u>1445</u>	Advised by Escort Officer that "Witnesses are in place"
<u>1450</u>	Warden checks with Command Center to proceed

Recorder's Initial



DAY OF EXECUTION – ELECTROCUTION EXECUTION RECORDER CHECKLIST (continued)

Inmate Name John Doe Inmate # XXXXXX

Date 9-27-18

TIME

1450

Warden orders blinds opened, closed circuit TV activated, and audio activated for viewing rooms

1451

Warden asks offender for any last comments

1453

Warden orders Execution Team to proceed

1455

Head piece and shroud is placed on the condemned inmate and the electrical cable is connected.

1455

Warden orders the execution to proceed

1456

Process is completed

1457

Blinds and curtains closed and closed circuit TV deactivated

1457

Physician enters the Execution Chamber

1458

Physician pronounces death – exact time

1458

Audio deactivated to witness rooms

1458

Advise Escort Officers (2) to remove Victim's Witnesses

1458

Advise Commissioner or designee in Command center that execution is completed

1459

Physician departs.

1502

Medical Examiner escorted to chamber to take possession of body. Pictures will be taken of body and execution chamber prior to removal of body

1500

Advised by Escort Officer (2) Victim's Witnesses are at Checkpoint

1500

Advise Escort Officer to remove Official Witnesses

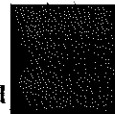
1505

Advised by Escort Officer that Official Witnesses are at Checkpoint

1510

The body is removed from the institution

Recorder's Initial





DAY OF EXECUTION – ELECTROCUTION EXECUTION RECORDER CHECKLIST (continued)

Inmate Name John Doe Inmate # XXXXXX

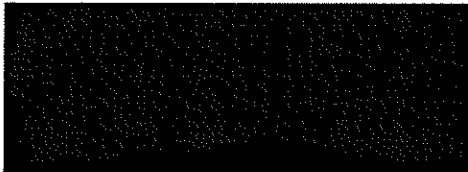
Date 9-27-18

Offender's Comments if any:

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Electrocutation Recorder



9-27-18

Date.

9/27/2018

Date